

**Secretary of State Adult Volunteer Literacy Program
VOLUNTEER INFORMATION FY2021**

OFFICE USE ONLY	
Initial training date	_____
Initial training hours	_____

Date _____

Name _____

Address _____ City _____ State _____ Zip _____

Contact Phone # _____ Contact Phone # _____

May I send you text messages? Yes No

E-mail _____

AVAILABILITY

Available times for volunteering: (Place an "X" in the box for the day and time slots you are available)

Times	Monday	Tuesday	Wednesday	Thursday	Friday
9 am-12 pm					
12 pm-6 pm					
6 pm-8:30 pm					

Available for summer tutoring:
 Yes No Maybe

Available for Saturday tutoring:
 Yes No Maybe

TUTORING SITES

Choose all that interest you:

- | | | | |
|-------------------------------------|--|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Freeport | <input type="checkbox"/> Stephenson Cty Jail | <input type="checkbox"/> Stockton | <input type="checkbox"/> Mt Carroll |
| <input type="checkbox"/> Lena | <input type="checkbox"/> Orangeville | <input type="checkbox"/> Galena | <input type="checkbox"/> Savanna |
| <input type="checkbox"/> Davis | <input type="checkbox"/> Forreston | <input type="checkbox"/> Warren | <input type="checkbox"/> Pecatonica |
| <input type="checkbox"/> Pearl City | <input type="checkbox"/> Mt Morris | <input type="checkbox"/> Hanover | <input type="checkbox"/> Lanark |

VOLUNTEER OPPORTUNITIES

Choose all that interest you:

- Type of Tutoring** Tutor only 1 student: plan lessons using materials provided by coordinator
 Tutor a variety of classroom students: use materials provided by instructor
 Tutor virtually using Zoom
- Reading** Low level (alphabet, phonics, sight words, comprehension, and writing)
 Intermediate level (fluency, comprehension, grammar, vocabulary, and writing)
- Writing** Grammar, punctuation, and essays
- Math** Percents, decimals, reasoning skills, geometry, and algebra
- ESL** English Language Learners

Two qualifications that are vital for this program are academic competence and a genuine regard for others. Please sign if you feel you possess these qualities.

Sign _____

REQUIRED INFORMATION FOR NEW TUTORS:

Date of Birth _____

Race: Amer. Indian Alaskan Native Asian Black African American Hispanic Latino Native Hawaiian Pacific Islander White

Employer _____ Full-time Part-time

Work Hours _____ May we contact you at work? Yes No

Where did you hear about our program? _____

Please describe any personal qualities, special skills or interests that you would bring to your experience as a literacy volunteer.

REFERENCES

Name _____ Phone _____

EDUCATION

Please list the highest degree achieved and subject area.

<input type="checkbox"/> High School Diploma/GED	<input type="checkbox"/> Associate Degree _____
<input type="checkbox"/> Vocational Certificate _____	<input type="checkbox"/> Bachelor Degree _____
<input type="checkbox"/> Some college _____	<input type="checkbox"/> Graduate Degree _____

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